

OFFICE OF PREVENTION,
PESTICIDES AND TOXIC
SUBSTANCES
IMMEDIATE
OFFICE

Special
Assistants &
Program
Advisors

Assistant
Administrator
Stephen Johnson

Deputy
Assistant
Administrator
Susan Hazen

Pollution
Prevention
Staff
Eleanor
McCann

Associate
Assistant
Administrator
(Management)
Director, OPMO
Marylouise Uhlig
Michael O'Reilly,
Deputy Director
R. Andy Privee, SBO
John Richards, FRS

International
Affairs Staff

Regulatory
Coordination
Staff
Angela
Hofmann

OPMO CONTACTS

Office Phone Number:
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202-260-1847

Office Hours: M-F
7:00 am - 5:30 pm



For More Information
Visit Our OPPTS Website At:

www.epa.gov/opptsfrs/home/opptsim.htm

OFFICE OF PROGRAM MANAGEMENT OPERATIONS

In the Immediate Office of
Prevention, Pesticides
and Toxic Substances
(OPPTS)



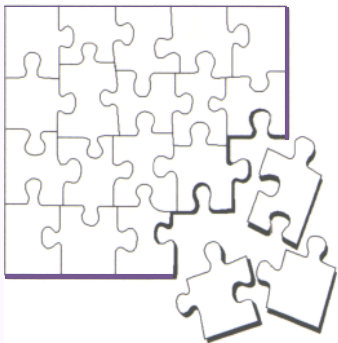
“Providing Quality Services
and Support to the
Executives and Staff in OPPTS”

March 30, 2001

www.epa.gov/opptsfrs/home/opptsim.htm

OPM MISSION

“Providing programmatic, management and administrative consulting services to the OPPTS Senior Executives and Staff via sustainable solutions, change management, and citizen centered customer service”



**“We fix what’s broken;
mend what’s repairable; and create
what others can’t provide”...**

SERVICES WE PROVIDE...

MANAGEMENT & ORGANIZATIONAL DEVELOPMENT

Policy Review
Management Integrity, Grants & Contracts
Internal Consultation
IG, GAO Audits
Regional Operations

BUDGET

Working Capital Fund
Strategic Planning
Budget Development and Guidance

MULTI-MEDIA PROGRAMS

Environmental Justice
American Indian Program
Customer Service
President’s Interagency Council for Women

HUMAN RESOURCES MANAGEMENT

Staffing
Cultural Diversity & Affirmative Employment
Employee & Organizational Development
Performance Management
Awards
Labor Relations

INFORMATION RESOURCE MANAGEMENT

PC & LAN Support
Internet Coordination and Development
Policy, Planning & IT Investments
Computer Security

ADMINISTRATIVE SUPPORT

Space Procurement, Renovation & Allocation
Acquisition Oversight
Travel Regulations & Processing
Meeting Support & Logistics
Directive Clearance
Correspondence & Communications
Freedom of Information Act

FEDERAL REGISTER STAFF

Regulatory Document Editing & Coding
CFR Document Management
WEB Page Coordination & Development
Harmonized Guidelines
Fax on Demand
Intranet Site Development
Environmental Document Service

WHO WE ARE...

Marylouise Uhlig, Associate Assistant
Administrator - Management and
Organizational Development
Michael O’ Reilly, Deputy Director -
Management and Organizational Development
Barbara Burke - Procurement, Space
Patricia Keitt - Human Resources
Caren Rothstein-Robinson - Senior Information
Resource Management Officer, Tribal Programs
Elaine Lyon - Acquisition Analyst,
Environmental Justice
Janet Remmers - Acquisition Analyst
Zelma Taylor - Correspondence, FOIA’s
Marilyn Malloy - Program Assistant
Wynne Briscoe - Intern, Graphic Support
Paul Savage - Mail Specialist

R. Andy Privee - Senior Budget Officer
Carol Terris - Budget Formulation
Pamela Wilkes - Budget Formulation
Donald Wood- Budget Formulation
Pamela Stanley - Budget Execution
Marilyn Lewis - Program Assistant

John Richards - Director, Federal Register Staff
Debra Thomas - Deputy Director, FR Staff
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James Graves - Information Liaison Specialist
Abram Primus - Information Liaison Specialist
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Emily Glover - Editorial Assistant
Mary Travers - Editorial Assistant

